

**GIG HARBOR WASHINGTON STAKE
GIG HARBOR, WASHINGTON**

EMERGENCY PREPAREDNESS PLAN

INTRODUCTION

The Stake Emergency Preparedness Plan (SEPP) should be reviewed and updated periodically. Items to review are names, telephone numbers and positions. Not only the Stake Presidency, High Council, and Bishoprics need to be reviewed, but also the list of Member Experts should be updated. This task will require surveying each Bishopric for names of persons in their wards who match the skills listed.

The SEPP is distributed according to the following list. Each copy is numbered to help make sure future updates and revisions are complete.

DISTRIBUTION LIST

<u>POSITION</u>	<u># OF COPIES</u>	<u>COPY #'s</u>
Stake Presidency/Exec Sec/Clerks	6	01 – 06
Stake Emergency Team	4	07 - 10
High Council	12	07 – 18
Bishoprics/Branch Presidencies	8	19 – 26
Stake Relief Society President	1	27
Regional Welfare Chm/Area Authority	2	28 – 29
Extra Copies	4	30 – 33

DATES FOR REVIEWING/UPDATING THIS PLAN

October 2006	October 2007
October 2008	October 2009
October 2010	October 2011

TABLE OF CONTENTS

1. PURPOSE.....	3
2. SCOPE OF PLAN.....	3
3. TYPES OF PREPARATION.....	3
4. PERSONAL PREPARATION.....	4
5. DEFINITIONS.....	4
6. STAKE EMERGENCY DIRECTOR ACTION CHECKLIST.....	5
7. EXPLANATION OF STAKE EMERGENCY DIRECTOR ACTIONS.....	6 - 8
8. CHAIN OF COMMAND.....	9
9. BISHOPS & BRANCH PRESIDENTS IN THE STAKE.....	10
10. WARD/BRANCH EMERGENCY DIRECTOR ACTION CHECKLIST.....	11
11. EXPLANATION OF WARD EMERGENCY DIRECTOR ACTIONS.....	12 - 14
APPENDICES	
MEMBER EXPERTS.....	Appendix A
CONTACTING CIVIL AUTHORITIES.....	Appendix B
LOCAL HOSPITALS.....	Appendix C
STAKE EMERGENCY PREPAREDNESS & MANAGEMENT TEAM....	Appendix D

PURPOSE

A guide for Stake & Ward leaders of actions to take during a local emergency:

This Stake Emergency Preparedness Plan (SEPP) both addresses the actions that church leaders should follow in the event of a local emergency and is a resource guide, listing people with skills who could be called upon as needed.

This plan lists the names and phone numbers of church leaders, member experts, and civil authorities trained to assist in emergencies. The church organization should, in all circumstances, cooperate closely with local civil authorities during an emergency.

SCOPE OF PLAN

Limited to general discussion:

This plan does not attempt to cover every possible emergency, but deals with emergencies in general and the resources available to Stake and Ward Leaders.

TYPES OF PREPARATION

Greater risks call for greater preparations:

In all cases members of the Church should consider the area in which they live, and prepare for the most likely types of disaster that could affect their area. Specifically, the Puget Sound region is very active seismically, with experts anticipating a major earthquake. Additionally, preparations should also be made for volcanic eruption, drought, flood, avian flu, chemical, biological, and nuclear events, accidental or intentional, acts of terrorism, civil unrest, as well as shipping and trucking disruptions.

PERSONAL PREPARATION

In early stages of an emergency, immediate aid should not be expected from civil authorities or from the Church as these services and personnel will be overwhelmed. For this reason, Church members are urged to follow the counsel of the living prophets, and prepare a supply of food, clothing, water, medicine, and, where possible, fuel.

Church members should seek training in first aid and CPR, and familiarize themselves with safety measures such as shutting off electricity, gas, and water connections. Church members should also consider the possibility that they may be asked to leave their homes for a period of time.

Preparation and self-reliance will greatly ease distress during an emergency, freeing up personnel and resources. As Church members follow this counsel, civil and Church authorities will be able to assist those in greatest distress.

DEFINITIONS

STAKE EMERGENCY MANAGEMENT DIRECTOR: Melchizedek Priesthood Holder called to the position to organize and manage efforts to teach and train stake membership in emergency preparedness procedures, document stake assets and liabilities, and make recommendations to the Stake Presidency regarding all the above. During an actual emergency, assists Stake President in gathering information and deploying Stake resources. Counselor recommended for redundancy, to be designated as ALTERNATE EMERGENCY MANAGEMENT DIRECTOR(S).

CIVIL AUTHORITIES: People who are employed by city, county, and state governments for the purpose of providing public relief during an emergency. These people have specialized training and skills for dealing with all kinds of public problems.

MEMBER EXPERTS: Church members with special training, skills, and equipment that could be used in an emergency. Included in this list are doctors, nurses, emergency medical technicians, amateur radio and CB operators, legal advisors, financial and insurance advisors, heavy equipment owners and operators, social workers, chefs, morticians, and others. Referred to above as Stake assets.

WARD/BRANCH EMERGENCY DIRECTOR: The Ward/Branch Emergency Director is the Bishop/Branch President. If he is unavailable or cannot function in this capacity, the role is assumed first by one of his counselors, then by the Elders Quorum President or High Priest Group Leader.

STAKE EMERGENCY MANAGEMENT DIRECTOR ACTION CHECKLIST

1. Provide for the safety and needs of your own family first. Then assign someone to watch over your family so you can attend to your calling. Your Home Teacher may be assigned to this task (after he takes care of his own family).
2. Remain at a pre-determined "Command Post" (Gig Harbor Stake Offices) for the first 24 hours (TBD) so as to be easily contacted by bishops, branch presidents, other Gig Harbor Stake leaders, adjacent stake leaders, the Area Authority, and/or civil authorities. Should the designated Command Post be unfit for use, establish a secondary place of operation (the Stake President's home, ward building,...etc) and make that position known both up and down the chain of command as quickly as possible. Assign investigation excursions and on-site relief activities to others.
3. Contact alternate Stake Emergency Directors (Counselors in the Stake Presidency, senior High Councilor, etc.) down the chain of command, notifying them of your ability to function. (Alternate Stake Emergency leaders: contact other alternate leaders up/down the chain of command to determine their ability to function and inform them of your readiness to assume command or assist as necessary.)
4. Contact all bishops and branch presidents, identifying yourself as the functioning Stake Emergency Director, and receive a report of the situation in each ward/branch.
5. Report the stake situation to the Chairman of the Regional Welfare Committee at the Bishops' Storehouse in Kent, WA.
6. Solicit aid from member and non-member experts as needed.
7. Assign available Church resources to units with the greatest needs.
8. Hold Emergency Leader meetings as needed to coordinate relief efforts.
9. Set up a Stake Emergency Center, and establish the communications center.
10. Implement the stake-housing plan as needed.
11. Appoint an 'official' spokesperson (Public Relations Committee Chair?) for issuing official communications and press releases to the media and to the public.
12. Determine the need for social activities in order to provide emotional relief and social strength to the stake and community.
13. Supervise the return to normalcy, as emergency conditions are resolved.
14. Communicate to civil authorities, the condition of the Stake community, and correlate relief activities with them.

EXPLANATION OF STAKE EMERGENCY MANAGEMENT DIRECTOR ACTIONS

1) Provide for the safety and needs of your own family.

Your first responsibility is to your own family. You should not neglect to provide the proper care for your own family because of your involvement with supervising emergency relief measures. Assign someone in advance to help look after your family while you are away performing your duties (your home teacher MAY be able to fill this role).

2) Remain at a pre-determined “command post” (TBD) so as to be easily contacted by bishops, branch presidents, other Gig Harbor Stake leaders, Area Authority, and civil authorities. Assign investigation excursions and on-site relief activities to others.

The availability of the Stake Emergency Management Director (at all times) is critical to communications, appropriate decision-making, and deployment of resources. The stake command post will be located in the Gig Harbor Stake Offices.

3) Contact alternate Stake Emergency Directors down the chain of command, notifying them of your ability to function in that role. (Alternate Stake Emergency leaders: contact other alternate leaders up/down the chain of command to determine their ability to function and inform them of your readiness to assume command or assist as necessary.)

The first step in coordinating emergency relief efforts is to organize forces and establish clear communications. The highest person in the chain of command should assume the role of Stake Emergency Director, and Alternate Emergency Directors must be notified to avoid confusion.

4) Contact all bishops and branch presidents, identifying yourself as functioning Stake Emergency Director, and receive a report of the situation in each unit.

Your immediate areas of concern regarding units are:

- a. Are people’s lives threatened?
- b. Are their health and/or safety threatened?
- c. What percent of the unit membership is accounted for?
- d. Are shelter, food and water, and first aid supplies adequate?
- e. Are there any deaths?
- f. Is there any property damage, and can further damage be prevented?
- g. Does the unit need aid from the Stake?

5. Report the stake situation to the Regional Welfare Chairman in Kent.

The Regional Welfare Chairman is:

- a) Number of deaths.
- b) Number of injuries.

- c) Number of people unaccounted for.
- d) Number of people receiving alternate housing.
- e) Levels of shelter, food, water, and first aid supplies; amounts and types of supplies needed.
- f) Emotional status of members.

6. Solicit aid from Church member and non-member experts as needed.

Enlist help, as needed, from those people who are not already on assignment from employers, civil or military authorities.

7. Assign available Church resources to wards with the greatest needs.

Encourage individuals and wards to satisfy their own needs as much as possible.

8. Hold emergency leader meetings as needed to coordinate relief efforts.

Your purpose is to create structure, give direction, delegate responsibility, and demand accountability. Hold meetings when necessary and keep them short and precise. The format of meetings should be centered on giving assignments and receiving reports.

9. Set up a stake emergency center, establish the communications network.

The Stake President's Office and High Council room in the stake center is the emergency "command post." From there, the Emergency Director will supervise emergency activities. The stake center will be the communications headquarters for radio system operations.

10. Implement the stake-housing plan as needed.

Members should try to provide for their own housing needs wherever possible. However, members must abandon homes that are unsound or put the members in further danger. Displaced members are encouraged to secure housing with relatives or friends in the area whenever possible. Church buildings are available for limited emergency housing. All buildings in the Stake may provide facilities for housing, food service, first aid, recreation center, or morgue if the situation requires.

11. Appoint the Stake Public Relations Chairman as a 'spokesperson' to issue official communications and press releases to the media and to the public. (Ken Roberts @ 253-851-0480, Alf Gunn @ 253-851-1099)

Appointing an official spokesperson will reduce confusion and erroneous information, free up the Emergency Director's time, and help provide order and security by disseminating accurate information.

12. Determine the need for social activities in order to provide emotional relief and social strength to the stake.

If emergency conditions persist for an extended time, people will need things to do to relieve stress, boredom, worry and fear. Children will need activities to create a better emotional climate for all involved. The Stake Aaronic Priesthood Committee, Stake Primary and Stake Relief Society could be the source of

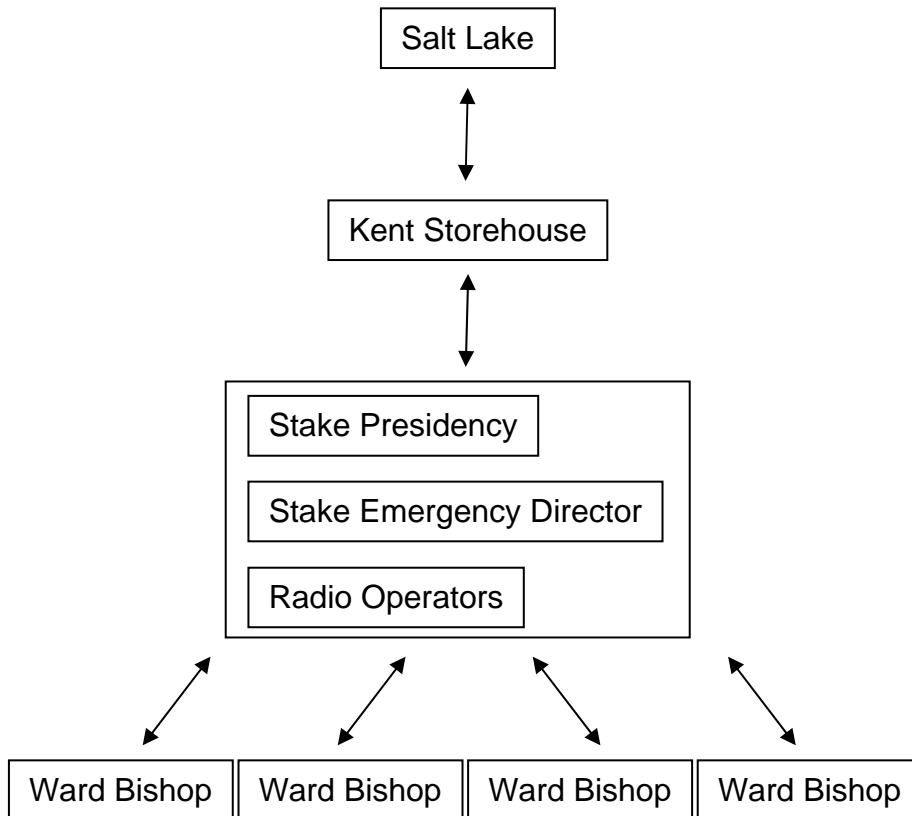
structured activities and emotional support for members. Aid from trained counselors and social workers would be helpful for those who are emotionally distraught, or who have injured, missing or deceased friends or relatives.

13. Supervise the return to normalcy, as emergency conditions are resolved.

As soon as conditions begin to stabilize, the Church can provide manpower and materials for cleanup, moving, and/or rebuilding. The spirit of rebuilding can help restore emotional stability and provide members with feelings of purpose.

14. Communicate to civil authorities, the condition of the Stake community and correlate relief activities with them.

Civil authorities may prefer that the Church NOT be involved in certain activities, especially if they expose participants to danger or if they interfere with civil relief measures. At all times the Church should cooperate with civil authorities. Requests to civil authorities for aid should come from the Emergency Director or his official spokesperson. The Church should be willing to provide assistance to civil authorities in helping community relief efforts, and if possible, should provide work forces that will act under the direction of civil authorities.



**STAKE CHAIN OF COMMAND
(Updated Regularly)**

Stake President	Karl Fields	Home: 253-858-3740
1 st Counselor	John Kendrick	Home: 253-238-5309
2 nd Counselor	Wayne Washer	Home: 253-858-6182
High Councilor 1	Robert Fort	Home: 253-265-2564
High Councilor 2	Norm Poteet	Home: 253-853-2795
High Councilor 3	Marsden Stewart	Home: 253-265-3200
High Councilor 4	John Ellsworth	Home: 253-851-6359
High Councilor 5	Robert Karlinsey	Home: 253-853-2846
High Councilor 6	John Hamann	Home: 253-884-4445
High Councilor 7	Mike Williams	Home: 253-858-3145
High Councilor 8	Scott Russell	Home: 360-275-4009
High Councilor 9	B. Kim Bolechala	Home: 253-857-6626
High Councilor 10	Richard Miller	Home: 253-238-6150
High Councilor 11	Lee Van Komen	Home: 253-851-3993
High Councilor 12	Darin Kasteler	Home: 253-265-1949
Stake Emergency Management Director	Ross Farr	Home: 253-265-3909

OTHER STAKE OFFICERS

Relief Society President	Marilyn Monson	253-857-7119
Young Women President	Kristen Lundquist	253-265-1243
Young Men President	Wally McMullin	253-514-8106
Primary President	Cheri Himmer	253-265-3435

**BISHOPS & BRANCH PRESIDENTS IN THE STAKE
(Updated As Needed)**

Belfair Ward	Tom Abplanalp *	360-277-0550
Crescent Valley Ward	Darold Horkley	253-509-0081
Gig Harbor 1st Ward	Larry Sabin *	253-265-3305
Gig Harbor 2nd YSA Branch	Rici Johnson	253-858-8438
Key Center Ward	Bruce Monson *	253-857-7119
Olalla Ward	Steve Sass	360-876-5419
Wollochet Ward	Dana Carnahan	253-851-3060

*These Bishops are designated “Agent Bishops” and will be in charge in each building to communicate their needs and assessments to the Stake Emergency Coordinator.

TO BE ADDED BY INDIVIDUAL UNIT:

Elders Quorum President	_____	_____
High Priest Group Leader	_____	_____
Relief Society President	_____	_____
Primary President	_____	_____
Young Women's President	_____	_____
Young Men's President	_____	_____
Ward Emergency Specialist	_____	_____

WARD/BRANCH EMERGENCY DIRECTOR ACTION CHECKLIST

1. Provide for the safety and needs of your own family first. Assign someone (your Home Teacher?) to watch over your own family so you can attend to your calling.
2. Set up a Ward/Branch “command post” as quickly as possible (usually in the Bishop’s office), and inform the Stake Emergency Director as soon as possible.
3. Remain at the pre-determined “command post” so as to be easily contacted by ward members and stake leaders. At the request of the Stake Emergency Director, assign investigation excursions, and on-site relief activities to others so that you may remain at your ‘post’ to insure adequate communication.
4. Contact Elders Quorum President, High Priest Group Leader, and Relief Society President for an accounting of ward members’ status.
5. Asses the impact of the disaster on the ward members and report specifics to the Gig Harbor Stake Emergency Management Director.
 - Number of injured and any help required
 - Status of homes
 - Housing alternatives and availability for homeless
 - Availability of food, water, medicine and other supplies
 - Special needs of members
 - Number of deaths
 - Extent of personal property damage
 - Can their needs be met by civil, stake, or external support
6. Direct the following activities, as needed, within your Ward/Branch boundaries:
 - rescue people whose lives are threaten
 - prevent or limit danger to people
 - provide shelter, food, water, first aid, and supplies
 - prevent or limit property damage
 - solicit aid from Church member and non-member experts as needed
 - restore normal living conditions as quickly as possible
 - strengthen social, emotional, and spiritual levels
7. Report ward/branch status to the Stake Emergency Director, especially informing him of areas where stake and civil assistance is required.
8. Report the status of the ward/branch buildings.

- structural damage (minor, major, destroyed)
- is it suitable to allow people to stay in it, if needed?

EXPLANATION OF WARD EMERGENCY DIRECTOR ACTIONS

1. Provide for the safety and needs of your own family first. Assign someone to watch over your own family so you can attend to your calling.

Your first responsibility is with your own family. You should not neglect to provide the proper care for your family because of your calling/involvement with the supervising of emergency relief measures. Assign someone in advance to assist in looking after your family while you are away performing your duties.

2. Set up a Ward/Branch Command Post as quickly as possible. This is usually in the bishop’s office. You will need to determine the location as soon as you can and communicate this to the Gig Harbor Stake Emergency Management Director. It may be helpful if you predetermine this location for your ward members to know from where you will be working.

3. Remain at the pre-determined “command post” so as to be easily contacted by ward members and/or stake leaders. Assign investigative excursions and on-site relief activities to others, as assigned by the stake emergency director.

The availability of the Ward Emergency Director at all times is critical to communications, appropriate decision making, and deployment of resources.

The ward “command post” is located:

Telephone number: _____

4. Contact Elders Quorum, High Priest Group, and Relief Society Leaders for an accounting of ward members’ status.

Immediate help must be provided to those whose lives, health, and safety are in danger. One of the fastest ways to assess members’ needs is through a person-by-person accounting, using the existing Home/Visiting Teaching organizations.

If telephone and/or radio communications are down, an assessment must be made “by foot”. Aaronic Priesthood and Young Women in good physical condition could assist with this. They could also act as messengers between the Ward and

Stake Emergency Directors; traveling on bicycle or motor scooter, if necessary, and if conditions warrant safe travel for them to commute.

5. The Ward/Branch Emergency Director must immediately assess the following (using the priesthood quorums and auxiliaries) and report to the Stake Emergency Director re:

- The number of injured and the help they require.
- Those whose homes are unsafe, and who must be relocated. Under emotional trauma, people may act irrationally, and may try to remain in unsafe homes, or may refuse to leave behind pets or memoirs.
- Housing alternatives and availability for the homeless.
- Availability of food, water, medicine, and other supplies.
- Special needs of persons who are elderly, disabled, deaf, blind, pregnant, injured, and those on special medications.
- The number of deaths.
- The extent of property damage, and what needs to be done to repair or demolish the property.
- Whether there are needs that must be met by civil authorities, by the stake or by resources outside of the ward boundaries.

6. Direct the following activities as needed:

- **Rescue people whose lives are threatened.**
This is your first concern (after your family). Prevent unnecessary deaths.
- **Prevent or limit danger to people.**
Remove those from unsound structures, surroundings, or areas.
- **Provide shelter, food, water, first aid, and other supplies, as needed.**
Some people will be able to remain in their homes. Others will be able to move in with family or friends in the area. Others will need your help to

locate housing for them. Look among other ward members first. The ward building may provide temporary facilities for housing, food service, first aid, recreation, or as a morgue if the situation requires.

- **Prevent or limit property damage.**
Members may need help shutting off electrical, natural gas, oil, and water supplies. Some homes may be made livable with minor repairs. Others may need to be evacuated. Members may need help boarding up homes to prevent looters from breaking in.
- **Solicit aid from Church member and non-member experts as needed.**
Enlist help as needed from those people who are not already on assignment from employers, civil or military authorities.
- **Restore normal living conditions as quickly as possible.** As soon as conditions begin to stabilize, the ward can provide manpower and materials for cleaning, rebuilding, and moving. Giving members jobs to do may help replace feelings of worry with feelings of purpose, and may help restore emotional health.
- **Strengthen social, emotional, and spiritual levels.** If emergency conditions persist for a time, people will need things to do to relieve stress, boredom, worry, and fear. Children will need activities to create a better emotional climate for all involved. The Young Men, Young Women, Primary and Relief Society could be the source of structured activities and emotional support for members. Aid from trained counselors and social workers would be helpful for those who have injured, missing or deceased friends or relatives.

7. Report ward/branch status to the Stake Emergency Director, especially informing him of areas where Stake and civil assistance is required.

The Stake Emergency Director will check with you on the status of the ward/branch. If you need help from the Church, he is the person you are to contact. The Stake “command post” is the Stake President’s office and/or High Council room at the Gig Harbor Stake Offices, (253) ??????.

8. Report the status of the ward/branch buildings. The structural soundness of the various stake buildings will need to be reported. Was the damage minor, major, or any destruction. Would the buildings be suitable for habitation if needed?

Ward Emergency Action Plan

INTRODUCTION

THE STAKE EMERGENCY MANAGEMENT TEAM HAS PREPARED THIS DOCUMENT TO ASSIST WARDS IN INTERFACING WITH THE STAKE IN THE EVENT OF A DISASTER.

D&C: 38 V. 30 ~ “*but if ye are prepared ye shall not fear*”

BISHOPS RESPONSIBILITY

- A. Spiritually prepare the members of the Ward.
- B. Call an “Emergency Preparedness Specialist”
- C. Emphasize the importance of preparation to priesthood leaders.
- D. Know the Ward-Stake “chain of command” and communication procedures for emergencies.

BEFORE THE DISASTER

- A. Update “hard copy” membership list at least once a month for all ward leadership. (Pass this out to each leader on a regular basis.)
- B. Distribute emergency preparation material to members (Bishopric, Elders Quorum & Relief Society Presidents) provided by the Stake
- C. Conduct emergency preparation trainings. “*Preparedness Specialist*”
- D. Encourage members to maintain “3 day backpacks” and food and water storage.
- E. Keep Ward roster of helpful members, i.e. Doctors, nurses, police, fire, CERT members, etc.

DURING THE DISASTER “ALL MEMBERS”

- A. Seek shelter or some kind of protection from the event.
- B. Assess yourself and the people around you for injuries and treat to the best of your abilities. Check the building and surroundings for stability. Contact your family if possible and take whatever steps you can to help them.
- C. Contact your “home or visiting” teaching families if possible and collect information on their situation.
- D. Report to Ward leadership (Bishopric, Elders, High Priest, Relief Society) what you have learned.
- E. Stay where you are or go home, unless otherwise instructed. Do not go to your Ward building (unless directed by the priesthood).
- F. Help where and when you can but endeavor to be prepared to be on your own for 3 to 5 days and not to become a causality or cause more problems by doing things you are not trained for.

DURING THE DISASTER “LEADERSHIP”

- A. Do “all of the above” then proceed
- B. Contact the people up and down in your priesthood chain of command. **Collect information and report it.** Be prepared to assume necessary authority and fill leadership duties.
- C. Provide support and help at the direction of the Stake Presidency and Bishops. If you are a CERT member report to a team leader for assignment. Co-operate with civil authorities.
- D. SEMT, CERT leaders report to your pre-assigned places. Proceed with your duties.
- E. Bishops report to the agent Bishop on your side of the bridge or a member of the Stake Presidency. Be prepared to give information on the status of your Ward.

AFTER THE DISASTER

- A. Pray and grieve as necessary and appropriate.
- B. Rebuild and restore.

- C. After Action Report
- D. Start preparing for the next time.

What to teach
(Ward Preparedness Specialist)

TEMPORAL Preparation:

- A. 72 – 96 hour pack loaded and updated and placed in grab and go position.
- B. One years supply of food, clothing, and tools on hand.
- C. On going efforts being made to be financially independent and out of debt.
- D. Home (structure) in good repair and functional.

SPIRITUAL Preparation:

- A. Daily personal prayer and daily family prayer.
- B. Home and visit teach monthly.
- C. Regular scripture reading or study.
- D. Regular attendance at church meetings.

PHYSICAL Preparation:

- A. Maintain a prudent weight control and dietary eating program.
- B. Maintain a regular exercise (workout) program relevant to your medical/physical condition.
- C. Observe and live the Word Of Wisdom section 89 of the Doctrine and Covenants.

Leadership Responsibility

Bishop:

- (1.) *SEEK / ADMINISTER / CONTACT / RESPOND*
- (2.) Receive and pass on ward member's conditions (dead, injured, home damage, church building damage) to stake leadership through chain of command or SEMT member at Stake.

1st Councilor (Bishopric):

- (1.) *SEEK / ADMINISTER / CONTACT / RESPOND*
- (2.) Assist Bishop in gathering information about ward member's status.
- (3.) Help in the delivery of relief supplies to ward members or local community.
- (4.) Offer advice to Bishop concerning emergency situation and how to best handle problems that arise.

2nd Councilor (Bishopric):

- (1.) *SEEK / ADMINISTER / CONTACT / RESPOND*
- (2.) Assist Bishop in gathering information about ward member's status.
- (3.) Help in the delivery of relief supplies to ward members or local community.
- (4.) Offer advice to Bishop concerning emergency situation and how to best handle problems that arise.

Executive Secretary:

- (1.) *SEEK / ADMINISTER / CONTACT / RESPOND*
- (2.) Assist Bishop in reviewing, interpreting & disseminating information gathered by ward leadership.

(3.) Act as messenger for bishop, delivering to stake leadership member status reports and situational updates (on going Deaths, injuries and damage)

Ward Clerks (financial or membership):

(1.) *SEEK / ADMINISTER / CONTACT / RESPOND*

(2.) Assist Bishop in making available financial reports, Membership records where needed during the emergency.

(3.) Help in the delivery of relief supplies to ward members or local community.

High Priest Group Leader and Assistants:

(1.) *SEEK / ADMINISTER / CONTACT / RESPOND*

(2.) Assist Bishop by gathering and compiling status information on all families they are responsible to home teach in the High Priest Quorum.

(3.) Help in the delivery of relief supplies to ward members or local community.

Elders Quorum President and Councilors:

(1.) *SEEK / ADMINISTER / CONTACT / RESPOND*

(2.) Assist Bishop by gathering and compiling status information on all families they are responsible to home teach in the Elders Quorum.

(3.) Help in the delivery of relief supplies to ward members or local community.

Relief Society President and Councilors:

(1.) *SEEK / ADMINISTER / CONTACT / RESPOND*

(2.) Assist Bishop by gathering and compiling status information on all individuals that the Relief Society visit teaches.

(3.) Help in the delivery of relief supplies to ward members or local community.

CONCLUSION:

An Emergency plan is only as good as it's implementation and the willingness of Ward leaders to not let the good times lull them into a false sense of security. Disasters by their very nature strike quickly without warning. Vigilance, education and preparation are the only tools we have against them.

Appendix A

MEMBER EXPERTS

Doctors

First Last xxx-xxxx

Paramedics/CPR Technicians

First Last xxx-xxxx

Dentists

First Last xxx-xxxx

Physical Therapists

First Last xxx-xxxx

Nurses

First Last xxx-xxxx

Morticians

First Last xxx-xxxx

Podiatrists

First Last xxx-xxxx

Law Enforcement/Security

First Last xxx-xxxx

Optometrists

First Last xxx-xxxx

Amateur Radio/C.B. Operators

First Last xxx-xxxx

Food Specialists

First Last xxx-xxxx

Heavy Equipment Operators

First Last xxx-xxxx

Carpenters

First Last xxx-xxxx

Electricians

First Last xxx-xxxx

Signing for the Deaf

First Last xxx-xxxx

Appendix B

CONTACTING CIVIL AUTHORITIES

The 911 Emergency phone system will likely be overloaded during a community wide emergency. Use the numbers below for access to specific agencies.

Fire Departments	
Pierce County	800-562-9800
Kitsap County	360-871-2411
Kitsap County Fire and Rescue	360-447-3603
Sheriff, Police	
Pierce County Sheriff	800-562-9800
Gig Harbor Police	253-851-2236
Kitsap County Sheriff	360-337-7101
TTY Users Emergency Number	911
Poison Control	800-222-1222
Washington Poison Center	800-732-6985
Pierce County Emergency Operations Center	253-798-6363
American Red Cross (Pierce County)	253-474-0300
American Red Cross (Kitsap/King County)	206-323-2345
Sewer Service (Back-ups)	
Pierce County	253-565-3440
Kitsap County	360-337-5777
Puget Sound Energy	888-225-5773

Crisis Line (24 Hr Emergency) 798-4333

Hazardous Chemical Spills
Kitsap County HAZMAT 360-307-5870

Appendix C

LOCAL HOSPITALS/MEDICAL CENTERS

<u>HOSPITAL/MED. CENTER</u>	<u>ADDRESS</u>	<u>PHONE</u>
ALLENMORE HOSPITAL Multi-Care	S. 19 th & S. Union St. Emergency Services	403-2323 403-5152
MARY BRIDGE CHILDREN'S Multi-Care	317 Martin Luther King Wy Emergency Services	403-1400 403-1418
ST. JOSEPH MED. CENTER	1717 S. "J" St. Emergency Room	426-4101 426-6660
TACOMA GENERAL HOSPITAL Multi-Care	315 Martin Luther King Wy Emergency Services	403-1000 403-1050
HARRISON MEDICAL CENTER	2520 Cherry Avenue Bremerton	360-377-3911
HARRISON MEDICAL CENTER	1800 NW Myhre Rd Silverdale	360-337-8800
HARRISON MEDICAL CENTER	450 South Kitsap Blvd Port Orchard	360-895-6250
HARRISON MEDICAL CENTER	2625 Wheaton Way	360-475-6480

Bremerton

MULTICARE URGENT CARE 4700 Pt. Fosdick Dr 253-459-7570
Gig Harbor

Appendix D

Stake Emergency Preparedness & Management Team

Organization

Stake Emergency Management Team consists of at least one Melchizedek Priesthood holder and additional counselors as needed. One of the Priesthood holders should be designated the “director” with other members as counselors or assistant directors. The director should be designated as “Director of Emergency Services” for the purpose of liaison to the civil authorities. The team should meet at least once monthly to keep current with Stake progress and should report current status to the designated high council representative or a member of the Stake Presidency. A called and set apart emergency preparedness secretary may keep the records of trained members (CERT, 1st/Aid-CPR, etc.) and other important information. A “Preparedness Council” can be called to meet at least once a year to coordinate emergency preparedness on a Stake and Ward basis. This council could consist of the Stake Emergency Management Team, Stake communication specialist, Ward Preparedness specialist, designated members of bishoprics, Stake Welfare, appropriate high Council members, and Stake Presidency members.

During an Emergency

1. Report to Stake leadership as soon as possible during an emergency.
2. Serve as liaison between civil authorities and church leadership.
3. Collect information from Wards (Bishops, Elders Presidents, Relief Society Presidents, etc.) and local communities on current conditions (injuries, deaths, damage, etc.) for Stake Presidencies use.
4. Advise Stake leadership on problems and remedies.
5. Secure Stake buildings (missionaries) when necessary and possible.
6. Coordinate CERT team availability and dispersal with Stake leadership and civil authorities.
7. Coordinate emergency communications.

During normal times

8. Offer assistance to Ward leadership when ask.
 - a. Help train and advise Ward preparedness specialist.

- b. Preparedness trainings and firesides (emergency preparedness, food storage, emergency backpacks, 1st Aid training, the importance of spiritual as well as temporal preparedness, etc.)
- 9. Recruit and train CERT (Community Emergency Response Team) teams.
- 10. Represent Church to other emergency groups, (Red Cross, FEMA, VOAD, etc.)
- 11. Prepare and test emergency communications system.

MEMBERSHIP RESOURCES SURVEY

Name and Address	Expertise/Skill	Equipment/Resources
Name and Address	Expertise/Skill	Equipment/Resources
Name and Address	Expertise/Skill	Equipment/Resources
Name and Address	Expertise/Skill	Equipment/Resources
Name and Address	Expertise/Skill	Equipment/Resources

Name and Address	Expertise/Skill	Equipment/Resources
------------------	-----------------	---------------------